

MEMORANDUM

REFERENCE CODE: 2003-011

DATE: March 5, 2003

TO: Employee Benefit Officers
Personnel Officers
Personnel Transactions Supervisors
Personnel Transactions Staff

FROM: Department of Personnel Administration
Savings Plus Program

SUBJECT: Part-time, Seasonal, and Temporary Employees Retirement Program (PST Program) Investment Fund Change and Transfer of all PST Program Assets

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This notice provides important information for all PST Program employees. Effective March 6, 2003, all PST Program assets will be automatically transferred from the Vanguard Total Bond Market Index Fund and re-invested in the Dwight/SEI Stable Asset Fund.

Current assets and all future PST Program employee deductions will be invested in the Dwight/SEI Stable Asset Fund. The Dwight/SEI Stable Asset Fund is a conservative stable value fund that preserves capital and provides a stable rate of return.

The PST Program Fact Sheet and Benefit Payment Application (BPA) will be revised by March 31, 2003. To print the Fact Sheet and BPA go to Saving Plus Program Web site (www.sppforu.com), click on Plan Info & Forms, then Forms and Publications. Please destroy all previous versions of the Fact Sheet and BPA on/after April 1, 2003.

Employees with questions about the transfer of their PST assets from the Vanguard Total Bond Market Index Fund to the Dwight/SEI Stable Asset Fund should call the Savings Plus Program toll-free at 1-866-566-4777, Press 3 (for PST), then *0, to speak with a customer service representative.

Additional information regarding the PST Investment Fund change is available on the Savings Plus Program Web site under the Employee Services Page.

Lura Franzella
Acting Administrator